

Email: [planning@camden.gov.uk](mailto:planning@camden.gov.uk)  
Phone: 020 7974 4444  
Fax: 020 7974 1680

Development Management  
Camden Town Hall Extension  
Argyle Street  
London WC1H 8EQ

## Application for Listed Building Consent for alterations, extension or demolition of a listed building

### Planning (Listed Buildings and Conservation Areas Act) 1990 (as amended)

#### Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

### Site Location

**Disclaimer:** We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number	<input type="text" value="16"/>
Suffix	<input type="text"/>
Property Name	<input type="text"/>
Address Line 1	<input type="text" value="Bedford Square"/>
Address Line 2	<input type="text"/>
Address Line 3	<input type="text" value="Camden"/>
Town/city	<input type="text" value="London"/>
Postcode	<input type="text" value="WC1B 3JA"/>

Description of site location must be completed if postcode is not known:

Easting (x)	<input type="text" value="529821"/>	Northing (y)	<input type="text" value="181729"/>
Description	<input type="text"/>		

## Applicant Details

### Name/Company

Title

Mr

First name

Guy

Surname

Smith

Company Name

The Paul Mellon Centre

### Address

Address line 1

16 Bedford Square

Address line 2

Bloomsbury

Address line 3

Town/City

London

Country

United Kingdom

Postcode

WC1B 3JA

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

### Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Fax number

Email address

\*\*\*\*\* REDACTED \*\*\*\*\*

## Description of Proposed Works

Please describe the proposals to alter, extend or demolish the listed building(s)

Two windows on the 3rd floor of our offices are rotten and need urgent replacement. We have contracted a company who regularly work with organisations based in listed buildings and the quality of the replacement windows will be high and in keeping with the building.

Has the development or work already been started without consent?

- ☐ Yes  
☒ No

## Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- ☐ Don't know  
☒ Grade I  
☐ Grade II\*  
☐ Grade II

Is it an ecclesiastical building?

- ☐ Don't know  
☐ Yes  
☒ No

## Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

- ☐ Yes  
☒ No

## Related Proposals

Are there any current applications, previous proposals or demolitions for the site?

- ☒ Yes  
☐ No

If Yes, please describe and include the planning application reference number(s), if known

PP - 11662623 - Installation of CCTV cameras at 16 Bedford Square, WC1B 3JA

## Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

- ☐ Yes
- ☒ No

## Listed Building Alterations

Do the proposed works include alterations to a listed building?

- ☐ Yes
- ☒ No

## Materials

Does the proposed development require any materials to be used?

- ☒ Yes
- ☐ No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

**Type:**  
Windows

**Existing materials and finishes:**  
Hardwood sash window frames finished in off-white paint. We believe that these frames have been in place for over 30 years. Type and exact colour of paint is still to be agreed.

**Proposed materials and finishes:**  
Sapele hardwood box sash window frames (matching what is currently in place) with argon-filled double glazed glass, finished off in off-white exterior paint to match the look of the current frames.

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- ☒ Yes
- ☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

- Window replacement quote from our contractor

- 3rd floor plan of 16 Bedford Square

- Photograph of current window frame

## Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?

- ☒ Yes
- ☐ No

If Yes, please provide details

We have notified our landlord Bedford Estates and they have approved the work pending listed building consent. The work will have no impact on neighbours or the community.

## Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☒ Yes  
☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☐ The agent  
☒ The applicant  
☐ Other person

## Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☐ Yes  
☒ No

## Authority Employee/Member

**With respect to the Authority, is the applicant and/or agent one of the following:**

- (a) a member of staff**  
**(b) an elected member**  
**(c) related to a member of staff**  
**(d) related to an elected member**

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☐ Yes  
☒ No

## Ownership Certificates

### Certificates under Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of **all** the land to which this application relates; **and** has the applicant been the sole owner for more than 21 days?

- ☐ Yes  
☒ No

If No, can you give appropriate notice to all the other owners?

- ☒ Yes  
☐ No

# Certificate Of Ownership - Certificate B

I certify/The applicant certifies that I have/the applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which this application relates.

Owner

**Name of Owner:**  
\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**  
29

**Suffix:**  
A

**Address line 1:**  
Montague Street

**Address Line 2:**

**Town/City:**  
London

**Postcode:**  
WC1B 5BL

**Date notice served (DD/MM/YYYY):**  
28/10/2022

**Person Family Name:**

Person Role

- ☐ The Applicant
- ☒ The Agent

Title

The Bedford Estates

First Name

Kelsey

Surname

Oates

Declaration Date

28/10/2022

☒ Declaration made

## Declaration

I / We hereby apply for Listed building consent as described in this form and accompanying plans/drawings and additional information. I / We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine options of the persons giving them. I / We also accept that: Once submitted, this information will be transmitted to the Local Planning Authority and, once validated by them, be made available as part of a public register and on the authority's website; our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Guy Smith

Date

03/11/2022